

MUNICIPAL PARKS AND TRAILS GRANT PROGRAM

2020 Program Guidelines

The Tompkins County 2020 budget includes \$50,000 to fund small grants for municipalities within Tompkins County that wish to improve their municipal parks and/or trails. The fund is administered by the Department of Planning and Sustainability.

Eligible Applicants and Funding

- City, town, and village governments within Tompkins County are eligible to apply for these funds.
- Grant awards of up to \$5,000 are available to fund improvements to publicly managed or supported parks and/or trails.
- Municipalities may apply for more than one project or grant; however, the total approved funding for any one municipality shall not exceed \$5,000.
- A resolution from an elected body or a support letter from a supervisor or mayor should be included in the application.

Eligible Projects

1. Park or trail infrastructure (e.g., construction of new trail segments, water connections for restrooms or fountains)
2. Park or trail improvements (e.g., benches, trash cans, lighting, tree plantings)
3. Park or trail recreational equipment (e.g., playground equipment, soccer goalposts)
4. Land acquisition for parks or trails, including easements
5. Staffing costs for installing infrastructure, improvements, or equipment funded by the grant. (Note: programming and staffing for operations are ineligible for this program.)

Evaluation Criteria

Preference will be given to municipalities that did not receive funding in 2019. Proposals will be evaluated on how well the project achieves the following criteria:

- Improves publicly owned, managed, or supported parks or trails
- Can be completed within one year of grant award
- Demonstrates history of successful completion of other projects funded by the County (if applicable)

Process

The online application will open March 2, 2020, and the deadline for submission is **5:00 PM on April 2, 2020**. The application form will be accessible via a link on the Department of Planning and Sustainability webpage (<http://tompkinscountyny.gov/planning>). The application will ask for contact information, amount requested (with detailed breakdown), project category, location, description, and timeline, SEQR requirements, and documentation of municipal support.

Project proposals will be reviewed by the Tompkins County Department of Planning and Sustainability, with approval by the Commissioner of Planning and Sustainability. Applications will be reviewed for completeness and evaluated based on the evaluation criteria identified above. In mid-April, applicants will be notified if their proposal will receive funding or not. Upon approval, the County will prepare a contract for the awardee's signature. The County will make payments to the municipality upon receipt of documentation of funds spent.

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